

Subject: Re: Dia de Los Muertos Festival
From: Rauhman Lavergne <rauhman.lavergne@lacity.org>
Date: 10/25/2017 08:19 AM
To: Gianine Rizzi <grizzi@sanpedrobid.com>
CC: Lorena Parker <lparker@sanpedrobid.com>, David Cataldo <david.cataldo@lacity.org>

Good Morning,

Attached is the work order # for your "no parking" signs during your upcoming event on October 29, 2017.

I wanted to double check on the status regarding the signing of the contract that we sent you on October 17, 2017. I don't believe we have received that back from you.

Thank you,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

Los Angeles Department of Transportation
213.972.4906

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On Tue, Oct 24, 2017 at 3:20 PM, Gianine Rizzi <grizzi@sanpedrobid.com> wrote:

Thank you

On Oct 24, 2017 3:16 PM, "Rauhman Lavergne" <rauhman.lavergne@lacity.org> wrote:

Good Afternoon,

We just received the check from the City Clerks office.

We will order the no parking signs now and will get back to you once we have the work order number.

Best,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

Los Angeles Department of Transportation
[213.972.4906](tel:213.972.4906)

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On Tue, Oct 24, 2017 at 10:08 AM, Gianine Rizzi <grizzi@sanpedrobid.com> wrote:

Thank you for checking on this. Keep us posted.

----- Forwarded message -----

From: **Rauhman Lavergne** <rauhman.lavergne@lacity.org>

Date: Tue, Oct 24, 2017 at 10:06 AM

Subject: Re: Dia de Los Muertos Festival

To: Gianine Rizzi <grizzi@sanpedrobid.com>

Cc: Lorena Parker <lparker@sanpedrobid.com>, David Cataldo
<david.cataldo@lacity.org>

Gianine,

I just wanted to send you a message to re-iterate what we spoke about on the phone.

I will check the mail today and get back to you weather or not we received the payment.

We spoke to the sign shop today also and are able to give you until no later than 12:01 pm on October 26, 2017 to have your payment in our possession.

Thank you,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

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On Tue, Oct 24, 2017 at 9:40 AM, Rauhman Lavergne
<rauhman.lavergne@lacity.org> wrote:

Gianine,

We usually receive our mail by 12:40 pm and it is sorted by 1:00 pm.

Yes, we have your deposit but that does not cover the other fees which include sign posting that we need to order your "no parking" signs.

Thank you,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

Los Angeles Department of Transportation
[213.972.4906](tel:213.972.4906)

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On Tue, Oct 24, 2017 at 9:23 AM, Gianine Rizzi
<grizzi@sanpedrobid.com> wrote:

Hi Rauhman,

Please advise what time you typical receive your mail.
We did mail it. You still have the previous deposit as well. It should be received no later than today.

Please reply all.

Thanks,
Gianine

On Tue, Oct 24, 2017 at 8:42 AM, Rauhman Lavergne
<rauhman.lavergne@lacity.org> wrote:

Good Morning Lorena,

I double checked again this morning and we still have not received your payment.

Unfortunately, the latest date we can give to still guarantee the "no parking" signs will be placed for your event will be tomorrow, October 25, 2017, no later than 12:01 PM.

Let us know if you have any questions.

Thank you,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

Los Angeles Department of Transportation
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On Mon, Oct 23, 2017 at 1:22 PM, Lorena Parker
<lparker@sanpedrobid.com> wrote:

Rauhman,

Here is a copy of the check that was mailed on October 18, 2017. You should have received it by now. What time does the mail get delivered?

Please re-check your mail.

Best regards,

Lorena Parker
Executive Director
San Pedro Property Owners' Alliance
San Pedro Historic Waterfront

Business Improvement District
[390 W. 7th Street | San Pedro, CA 90731](#)
T [310.832.2183](#) | F [310.832.0685](#)
Lparker@sanpedrobid.com
www.sanpedrobid.com

On Mon, Oct 23, 2017 at 11:30 AM, Rauhman Lavergne
<rauhman.lavergne@lacity.org> wrote:

Good Morning,

We just wanted to reach out to you to let you know that we still have not received the check for your upcoming event in the amount of \$219.56. Just to re-iterate, we will need the payment no later than end of business day tomorrow, October 24, 2017. Please let us know if you have any questions.

Best Regards,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

Los Angeles Department of Transportation
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On Tue, Oct 17, 2017 at 2:16 PM, Rauhman Lavergne
<rauhman.lavergne@lacity.org> wrote:

Good Afternoon Lorena,

Attached is the contract ready for signature and it includes the fees.

The total for the non-refundable fees is \$219.56. We need to have the check in our possession no later than Tuesday, October 24, 2017 so that we have sufficient time to order your "no parking" signs.

Let us know if you have any questions.

Best Regards,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

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On Tue, Oct 17, 2017 at 10:33 AM, Lorena Parker
<lparker@sanpedrobid.com> wrote:

Rauhman,

When can we expect the invoice? I would like to process it this week, if possible.

Best regards,

Lorena Parker

On Oct 17, 2017, at 10:19 AM, Rauhman Lavergne
<rauhman.lavergne@lacity.org> wrote:

Gianine,

My pleasure. The deposit we have on file is for \$500. The other non-refundable fees will be separate.

Best,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

Los Angeles Department of Transportation

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On Tue, Oct 17, 2017 at 9:55 AM, Gianine Rizzi
<grizzi@sanpedrobid.com> wrote:

Thank you Rauhman. Hoping it will cover all costs. If we have to send a check to cover the balance that will be fine too.
Keep us posted.

Have a great day!

On Tue, Oct 17, 2017 at 9:40 AM, Rauhman Lavergne
<rauhman.lavergne@lacity.org> wrote:
Gianine,

Yes, we can use your previous deposit.

Best,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

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On Tue, Oct 17, 2017 at 9:23 AM, Gianine Rizzi
<grizzi@sanpedrobid.com> wrote:

Good Morning Rauhman,

thank you for getting back to us. Is it possible to apply our deposit from our event on Aug. 30th again, or have we exhausted this option? Please advise.

We will keep our eye's open for the cost estimate for fee's.

Thanks,
Gianine

On Tue, Oct 17, 2017 at 8:35 AM, Rauhman Lavergne <rauhman.lavergne@lacity.org> wrote:

Good Morning,

Great. Besides the ABC permit we will need a check for the fees once we have them calculated. Will most likely have them sometime today for you.

Best,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

Los Angeles Department of Transportation
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On Fri, Oct 13, 2017 at 9:31 AM, Gianine Rizzi <grizzi@sanpedrobid.com> wrote:

Hi Raughman,

Happy Friday. Thanks for checking in. Lorena just spoke to the ABC. Its ready for pick up. We will have a copy to send to you early next week.

I will scan and email it and we can go from there. Is that the only thing you need from us?

Please advise.

Thanks,
Gianine

On Thu, Oct 12, 2017 at 2:16 PM, Rauhman Lavergne <rauhman.lavergne@lacity.org> wrote:

Good Afternoon,

Just wanted to check in since we are getting closer to your October 29, 2017 event on Lot 735. Is that event still happening? Have you begun the process of getting another ABC permit? Just wanted to double check before we start calculating the fees.

Best Regards,

Rauhman Lavergne

Management Assistant
Parking Facilities Division

Los Angeles Department of Transportation
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—Attachments:—

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73.2 KB